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DD/S

58-4188

FIELD SUPPORT PLANNING

5 December 1956

MISSION

To assure effective support planning in the field.

ASSUMPTION

Field operations are dependent upon the adequacy of support planning.

FACTS

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a. Field tables of organization provide for a single support planning position in [REDACTED]

b. No system or program has been established to assist Career Boards in providing experienced support planning personnel for utilization in Headquarters or the field.

DISCUSSION

a. A need for field support planners has been evidenced through field requests and by the apparent inability in several instances of field planners to develop suitable support annexes.

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b. Each of the three major field planning groups [REDACTED] could utilize the services of one or more personnel experienced in across-the-board support planning.

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c. To meet this need requires the redesignation or the establishment of new slots on field T/O's and the development of a program to assure appropriate selection and assignment of personnel experienced in support planning.

RECOMMENDATIONS

a. That coordination be undertaken with DD/P to arrange for support planning officer positions on field planning group T/O's.

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b. That the attached or similar program be approved as a basis for action within the DD/S.

c. That personnel experienced in across-the-board support planning be selected and assigned to field planning groups in accordance with the results of recommendations a and b.

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FIELD SUPPORT PLANNING OFFICER PROGRAM

1. SELECTION

a. Selection of support planning officers for field assignment should include but not necessarily be limited to the following criteria:

- (1) Grade GS-12 and above.
- (2) 30 months minimum Agency tenure.
- (3) Twelve months experience as a planning officer of a support component or 24 months of general planning experience.
- (4) Demonstrated competence and potential in planning and administrative fields.
- (5) Eligible for active military duty, if required.

b. Candidate approval by the DD/S.

2. TRAINING

a. Formal training should consist of the following as appropriate:

- (1) Intelligence Operations or Operations Familiarization Course.
- (2) Administrative Support Course or equivalent in Agency service.
- (3) Technical Devices Orientation Course or Briefing.
- (4) War Plans Staff Course.
- (5) Such other courses or training deemed appropriate by concerned officials.

b. On-the-job training for approximately six months to one year under the SPA-DD/S, who will assign the selected personnel to appropriate Headquarters elements in coordination with the concerned elements.

c. Demonstrated experience of the candidate may be utilized to offset any portion of the training requirements.

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3. ASSIGNMENT AND ROTATION

a. Assignment

(1) Personnel should be selected for temporary assignment to the SPA-DD/S Staff from the several support or administrative elements of the Agency.

(2) Field assignments and tour of duty will be in accordance with governing Agency policy and regulations and may be implemented as follows:

(a) Support Planning Officer (Senior), assigned to each of the major field planning groups.

(b) Support Planning Officer (Assistant), assigned to the Senior Planning Officers in accordance with field workload requirements.

b. Rotation

(1) Rotation between Headquarters and the field and among Headquarters elements will be consistent with the concepts and policies of the DD/S Career Board.

(2) Agency elements or positions from which personnel may be selected or to which they may be reassigned are as follows:

(a) Policy and Plans Staffs of all Support offices.

(b) Special Staff assistants to the Directors of Support offices.

(c) SPA-DD/S Staff.

(d) SSA-DD/S Staff.

(e) Management Staff.

4. PROGRAM OPERATION

a. Initiation of the program requires personnel of established experience and competence who may be assigned temporarily to the SPA-DD/S Staff or to field positions with a minimum of preparation and training.

b. Following the initial assignment, a program will be prepared and maintained nominating personnel for temporary assignment to the SPA-DD/S Staff approximately six months in advance of the Staff assignment and eighteen months in advance of overseas assignment.

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